

**INDIANA COMMISSION ON PROPRIETARY EDUCATION**  
**Minutes of the Board of Commissioners**  
**March 14, 2007**

**CALL TO ORDER**

Paul Black called the meeting to order at 10:00 a.m. The meeting was conducted in Indiana Government Center – South, Room 20, 302 West Washington Street, Indianapolis, Indiana.

**IN ATTENDANCE**

**Board:** Paul Black, Ken Konesco, Paula Pinkstaff, Bruce Reynolds, Dr. Ken Sauer, Patricia Shutt, Dennis Southerland

**Staff:** Rebecca Carter, Kyle Robertson, Jeff Weber, Jodi White

**Guests:** Scott Alexander, Megan Kosmatka, Amanda Clark, Blue Heron Academy of Healing Arts and Sciences; Connie Adelman, Bill Hansen, Brown Mackie College – South Bend; Sheryl Elston, Brown Mackie College-Michigan City; Cindi Thomas, ConTech Institute; Linda Codey, Donna Rush, Dental Careers of Southern Indiana; Corey Dabney, Dabney University; Vicki Thomas, Kim Zornes, David Newton, Monica Wight, Ben Horner, Indiana Business College; Wendy Kandel, ITT Educational Services; Jerry Smith, WMTA School of Massage Therapy; Mary Harmon, MedTech College; Jim Pershing, National College; Jackie Katz, Carol Crossett, Saint Anthony School of Echocardiography; Justin McAdams, Indiana State Budget Agency

**MEETING**

**Consideration of Minutes of December 13, 2006**

Mr. Black asked if there were any additions or corrections to the Minutes of December 13, 2006.

**Resolved:** Mr. Southerland made the motion to accept the minutes as written. Mrs. Pinkstaff seconded the motion. The motion was unanimously adopted.

**NEW BUSINESS**

A. ConTech Institute, Columbus, Indiana – On-Site Evaluation Report

**Staff Recommendation**

Kyle Robertson, representing commission staff, recommended a grant of Fully Accredited status to ConTech Institute, Columbus, Indiana.

**Background**

Cindi Thomas, the school's president, was present to respond to questions. The ConTech Institute is a heating and air conditioning training school. The program is 180 clock hours at a cost of \$8995. Graduates receive a certificate of completion.

The evaluation was conducted on February 5, 2007. The evaluation team consisted of Reeve Porter, owner of Porter Heating and Cooling and Jeremy Cooper, owner of JC, "Hot or Not." Both team members recommended Fully Accredited status.

**Resolved:** Mr. Southerland made the motion to accept staffs' recommendation to award ConTech Institute Fully Accredited status. Mr. Reynolds seconded the motion. The motion was unanimously approved.

B. Dental Careers of Southern Indiana, New Albany, Indiana – On-Site Evaluation Report

**Staff Recommendation**

Kyle Robertson, representing commission staff, presented the recommendation for Fully Accredited status to Dental Careers of Southern Indiana.

**Background**

School representatives, Linda Codey and Donna Rush, were present.

The school offers a dental assisting program in New Albany, Indiana. The course is 80 clock hours in length with an additional 40 hours of clinical practice at a cost of \$2295.

The evaluation was conducted on February 10, 2007. The team consisted of Mary Manka and Lindsey Wolff, and Denise McKinney. All team members recommended a grant of Fully Accredited status.

**Resolved:** Mr. Konesco made the motion to accept staff's recommendation to award Fully Accredited status. Ms. Shutt seconded the motion. The motion was unanimously approved.

C. WMTA School of Massage Therapy, Otterbein, Indiana – On-Site Evaluation Report

**Staff Recommendation**

Kyle Robertson, representing commission staff, recommended a grant of Fully Accredited status.

**Background**

Jerry Smith, School Director was present.

WMTA offers a 750 clock hours, 50 week program. The cost of training is \$4000. Mr. Smith has over 30 years of experience in massage therapy.

The evaluation was conducted on November 20, 2006. The team consisted of Jo Ellen Miller and Heather Dunlap. Ms. Miller recommended a grant of Accredited with Recommendations; however, they were presented as suggestions to the school by commission staff. Ms. Dunlap recommended Fully Accredited status.

**Resolved:** Mrs. Pinkstaff made the motion to grant WMTA School of Massage Therapy Fully Accredited status. Mr. Reynolds seconded the motion. The motion was unanimously approved.

D. Blue Heron Academy of Healing Arts and Sciences, South Bend, Indiana – New Degree Request

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that Blue Heron Academy of Healing Arts and Sciences be granted approval to award the Associate of Applied Science in Medical Massage Therapy.

**Background**

Scott Alexander, Megan Kosmatka and Amanda Clark were present to respond to questions.

The associate of Applied Science degree program consists of 1200 clock-hours of training; a minimum of 75% of the courses are in the specialty; and the faculty meets the criteria as stipulated in 570 IAC 1-10.1-4.

**Resolved:** Ms. Shutt made the motion to grant the authority to Blue Heron Academy of Healing Arts and Sciences to award the Associate of Applied Science in Medical Massage Therapy. Mr. Reynolds seconded the motion. The motion was unanimously approved.

- E. Brown Mackie Colleges, Michigan City and South Bend, Indiana – New Degree Requests

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that Brown Mackie College Michigan City and South Bend, Indiana be granted the authority to award the Associate of Science in Veterinary Technology with the stipulation that instructor qualification records be submitted and approved by commission staff prior to the beginning of programs.

**Background**

School representatives Bill Hanson and Connie Adelman, from the South Bend campus and Sheryl Elston, from the Michigan City campus, were present to respond to questions.

Brown Mackie is nationally accredited by ACICS. The program consists of 96 quarter-credit hours; a minimum of 50% of the courses are in the specialty; and a minimum of 35% of the courses are in liberal arts.

**Resolved:** Mr. Konesco made the motion that Brown Mackie College Michigan City and South Bend, be granted the authority to award the Associate of Science in Veterinary Technology with the stipulation that Instructor qualification records be submitted to and approved by commission staff prior to the beginning of the program. Dr. Sauer seconded the motion. The motion was unanimously approved.

- F. Indiana Business College, Anderson, Columbus, Elkhart, Evansville, Fort Wayne, Indianapolis, Indianapolis Medical, Indianapolis Northwest, Lafayette, Marion, Muncie, and Terre Haute – New Degree Requests

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended granting the degree authority as requested with stipulations of faculty approval at specific locations, as presented, to all Indiana Business College locations.

**Background**

Representatives from various Indiana Business College campuses that included: Vicki Thomas, Kim Zornes, David Newton, Monica Wight, and Ben Horner.

All of the degree requests were at the associate of applied science level. They range from 100 to 133 quarter-credit hours of training, a minimum of 75% of the courses are in the specialty, and the faculty that have been hired meet the criteria stipulated in 570 IAC 1-10.1-4. Programs that do not yet have faculty hired have the stipulation that faculty credentials will be provided to commission staff for approval prior to beginning the program attached to the approval.

**Resolved:** Ms. Shutt made the following motion that was seconded by Mrs. Pinkstaff, and was unanimously approved with an abstention recorded for Ken Konesco: Indiana Business College was granted approval to award the associate of applied science degrees with the stipulation, as noted, that instructor qualification records will be submitted to commission staff for approval prior to beginning classes.

**Indiana Business College – Anderson**

AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Human Resources

**Indiana Business College – Columbus**

AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration

**Indiana Business College – Elkhart**

AAS Accounting  
AAS Administrative Professional  
AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Criminal Justice  
AAS Human Resources  
AAS Medical Assistant  
AAS Medical Coding Technology

**Indiana Business College – Evansville**

AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Help Desk Administration

**Indiana Business College – Fort Wayne**

AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Help Desk Administration

**Indiana Business College – Indianapolis**

AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Cisco Network Associate  
AAS Help Desk Administration  
AAS Network Administration  
AAS Systems Administration

**Indiana Business College – Indianapolis Northwest**

AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Help Desk Administration  
AAS Veterinary Technology with stipulation

**Indiana Business College – Lafayette**

AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Human Resources  
AAS Veterinary Technology with stipulation

**Indiana Business College – Marion**

AAS Business Administration – Finance Concentration

AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Criminal Justice  
**Indiana Business College – Medical**  
AAS Medical Assistant with Functional Spanish  
AAS Associate Degree Nursing Program  
AAS Property and Casualty Claims  
**Indiana Business College – Muncie**  
AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Help Desk Administration  
AAS Network Administration  
AAS Systems Administration  
**Indiana Business College – Terre Haute**  
AAS Business Administration – Finance Concentration  
AAS Business Administration – Management Concentration  
AAS Business Administration – Marketing Concentration  
AAS Help Desk Administration  
AAS Systems Administration

G. Indiana Dabney University, Merrillville, Indiana – New Degree Request

**Staff Recommendation**

Rebecca Carter, representing commission staff recommended that Dabney University be granted the authority to award the Master of Science in Nursing.

**Background**

Corey Dabney, owner and president of the school, was present to respond to questions. Indiana Dabney University has been regulated by the commission since February 25, 2004. It received Fully Accredited status November 3, 2004; it was granted the authority to award the Associate of Science in Nursing in April 2006.

The Master of Science in Nursing consists of 49 quarter-credit hours of training. Entrants into the program must first have a bachelor's degree and be a licensed Registered Nurse and the additional 49 credit-hours of training will bring the student to the Master's level.

**Resolved:** Mr. Black made the motion that Dabney University is granted the authority to award the Master of Science in Nursing with the understanding that those entering the program must first have a bachelor's degree in any discipline and also be a Registered Nurse. Mrs. Pinkstaff seconded the motion. The motion was unanimously approved.

H. ITT Technical Institutes Fort Wayne and Newburgh, Indiana – Degree Requests

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended approval of the degree request submitted by ITT Technical Institute, Fort Wayne and Newburgh, Indiana, to award the Bachelor of Science in Construction.

**Background**

Wendy Kandel was present to represent ITT Educational Services.

ITT Technical Institute is nationally accredited by the Accrediting Council for Independent Colleges and Schools (ACICS). The bachelor program consists of 180 quarter-credit hours of training. All except one faculty members at both campuses hold a minimum of a master's degree or above. One faculty member, who has a bachelor's degree, has over ten years of practical teaching experience, therefore, meets the faculty requirements.

**Resolved:** Mr. Southerland made the motion that ITT Technical Institute Fort Wayne and Newburgh, Indiana be granted the authority to award the Bachelor of Science in Construction Management. Mrs. Pinkstaff seconded the motion. The motion was unanimously adopted.

H. Lincoln College of Technology, Indianapolis, Indiana – New Degree Request

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that Lincoln College of Technology – Indianapolis be granted the authority to award the Associate of Applied Science in Electronic Systems Technician and the Associate of Applied Science in Security Systems Technician.

**Background**

No representatives of the school were present. The board requested that in the letter of action, the school be notified of the Board's disappointment that they had no representatives present with a strong encouragement that a representative be present at future meetings when some action on their behalf is under consideration. It was noted that the name of the school changed from Lincoln Technical Institute to Lincoln College of Technology.

Lincoln College of Technology is nationally accredited by the Accrediting Council for Career Schools and Colleges of Technology (ACCSCT). The associate degree programs consist of 76 and 76.5 semester-credit hours of training, respectively. The programs meet the criteria requiring 75% of the courses in the specialty, and the faculty meets the requirements of 570 IAC 1-10.1-4.

**Resolved:** Mr. Reynolds made the motion that Lincoln College of Technology be granted the authority to award the Associate of Applied Science in Electronic Systems Technician and an AAS in Security Systems Technician. Ms. Shutt seconded the motion. The motion was unanimously approved.

I. MedTech College, Indianapolis, Indiana – New Degree Request

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that MedTech College be granted the authority to award the associate of applied science in the following programs:

Chiropractic Assisting and Massage Modalities  
Registered Nurse  
Respiratory Therapy

**Background**

Mary Harmon, Executive Vice President of Academics was present.

MedTech College is nationally accredited by ACICS. The AAS degrees consist of 104, 113, and 138 quarter-credit hours of training respectively. All of the courses contain the minimum of 75% required in the specialty. The faculty meets the criteria stipulated in 570 IAC 1-10.1-4.

**Resolved:** Mr. Reynolds made the motion to accept staff's recommendation to grant MedTech College - Indianapolis the authority to award the Associate of Applied Science in the following programs:  
AAS Chiropractic Assisting and Massage Modalities  
AAS Registered Nurse  
AAS Respiratory Therapy

J. National College, Indianapolis – New Degree Request

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that National College be granted the authority to award the Associate of Applied Science I Information Systems Engineering with the stipulation that Instructor Qualification Records be submitted to commission staff for approval prior to the beginning of the program.

**Background**

Mr. Jim Pershing, school director, was present to respond to questions.

National College is nationally accredited by ACICS. The associate program for which National College of Business is seeking approval consists of 96 quarter-credit hours training; a minimum of 75% of the courses are in the specialty; and, the faculty meet the criteria stipulated in 570 IAC 1-10.1-4.

**Resolved:** Mr. Southerland made the motion to grant National College, Indianapolis, Indiana the authority to award the Associate Of Applied Science in Information Systems Engineering with the stipulation that instructor qualification records be submitted to commission staff for approval prior to the beginning of the program. Mr. Konesco seconded the motion. The motion was unanimously approved.

K. Saint Anthony School of Echocardiography, Crown Point, Indiana – New Degree Request

**Staff Recommendation**

Rebecca Carter, representing commission staff, recommended that Saint Anthony School of Echocardiography be granted the authority to award the Associate of Applied Science in Echocardiography.

**Background**

Jackie Katz and Carol Crossett were present representing Saint Anthony School of Echocardiography.

Saint Anthony was granted Fully Accredited status on December 13, 2006. The program consists of 972 clock-hours of training; a minimum of 75% of the courses are in the specialty; and the faculty meet the criteria stipulated in 570IAC 1-10-.1-4.

**Resolved:** Mr. Southerland made the motion to accept staff's recommendation to grant Saint Anthony School of Echocardiography the authority to award the Associate of Applied Science in Echocardiography. Ms. Shutt seconded the motion. The motion was unanimously approved.

## **COMMISSIONERS REPORT**

Jeff Weber introduced Jennifer Arnold-LaFlower, the new Director of Financial Services replacing Catherine Bladen. Jen was a former employee of the commission ten years previously and worked in the capacity of Secretary IV.

Mr. Weber distributed the semi-annual budget report. He indicated the agency is staying on budget and expects to meet all financial requirements within the current fiscal year.

### **Approval of Expenses and Adjournment**

**Resolved:** Mr. Southerland made a motion to approved the expenses and adjourn the meeting. Mr. Konesco seconded the motion. The motion was unanimously approved.

---

Patricia Shutt, Secretary

---

Date